The meeting was called to order at 3:30 by Chair Shirah.

Members Present: Chair Shirah, Lyn Stanfield, Frank Messersmith, Bill Hebrock, Kimberle Moon and Russell Doster.

Absent: Alisa Ghazvini.

Others present were: President Bill Law, Bill Campman, Mike Illers, Charles Riley, Jerry Schilling, Bertha Murray, Frank Brown, Linda Benedict, Larry Cliett, Terry Pendleton, Glendon Forgey, Bill Mabile, Sharon Jefferson, Barbara Sloan, Kurt Salsburg, Monty Finkelstein, Marjorie Turnbull, Steve Owens, Scott Balog, Alice Maxwell, Sheri Rowland, Cherry Alexander, Margaret Howard, Katherine Nerona-Balog Marge Banocy-Payne, John Burch, Chad Call, Lois Ewen, Sally Search, Mike Illers, Brian Anweiler, Chad Call, Valerie Bahl, Jorge Pedraza, Angelina Ravelo, Judy Bentley and Patsy Warmack.

The Board observed moment of silence followed by the Pledge of Allegiance.

**COMMENTS**

**Board Chair** – Chair Shirah welcomed everyone.

**Board Members** – Trustee Stanfield congratulated Chair Shirah on her induction into the TCC Alumni Hall of Fame. She also spoke of the benefit of the Board of Trustees to spend more time on campus and in classrooms to complete the charge to the board of assuring effectiveness. This could be done by observing the student learning process at the college. President Law asked Dr. Sloan to assist in setting up these visits for those Board members who are interested.

Trustee Hebrock suggested that a Campus Beautification Committee (faculty, staff, students, administration) be created to advise on beautifying the campus. Suggestions included 40 different trees or 40 different benches representing 40 years of TCC. President Law suggested doing it in two parts look at initiatives already in the plans and then build on Trustee Hebrock’s suggestions. President Law stated he would bring suggestions back to the Board.

**President’s Remarks** - President Law asked for an addition to the agenda at the end of New Business regarding a resolution.
The President distributed several handouts and reported on:

- Florida Tax Watch Impact
- Saturday, February 11, in conjunction with the Achieving the Dream grant and the grant partner, Public Agenda, there was an event in Gadsden County in the form of a Town meeting with Civic Leaders and County Administrators. President Law reported that it was a spectacular day and they were highly complimentary of the Quincy House.
- Spoke on the success of Alumni Hall of Fame. The President thanked all who helped make this a success.
- Bryan Anweiller, Athletic Director, announced that a $1,000 scholarship had been established in honor of Mary Helen Hebrock, mother of Trustee Hebroack and long time supporter of TCC, for student athletic trainers.

Approval of Minutes
Chair Shirah commented that there was a scrivner’s error in the minutes that will be corrected for the record.

Chair Shirah requested a motion for approval of the minutes from January 17, 2006 and January 24, 2006 special meeting be approved.

**MOTION:** Trustee Stanfield moved that the minutes of January 17 2006 be approved as presented.

**SECOND:** Trustee Messersmith. Motion passed unanimously.

**MOTION:** Trustee Moon moved that the minutes of January 24 be approved as presented.

**SECOND:** Trustee Doster. Motion passed unanimously.

INFORMATION AND NEWS ITEMS – Communications Director, Alice Maxwell reported on several items of news interest.

- Press conference for the Gadsden Town Meeting
- Press Conference of the Wakulla House opening.
- Special announcement in Democrat on 40th year

**Television Coverage**

- Ghazvini gift to the college.
- Unity Day
- African American Calendar unveiling
- Educator Preparation course

UNFINISHED BUSINESS - None

PUBLIC COMMENT – None
NEW BUSINESS
Chair Shirah called for a motion to accept the consent agenda as presented.

MOTION: Trustee Hebrock moved to approve the consent agenda as presented.
SECOND: Trustee Messersmith. Motion passed unanimously.

DISCUSSION ITEMS – Administrative Services
Fund Analysis
President Law announced that the College was in good financial condition and there would be further detailed discussion and documentation of where we are for the year.

Trustee Stanfield asked for more detail on the repairs/maintenance budget that shows being over budget at this time of year. President Law will review as to what went into the budget and report back to the Board.

Construction Status
President Law reported that he signed the papers today and met with Superintendent Montford to finalize the Leon County School Board Maintenance Facility agreement.

Atkins Transfer Property will not be coming before the Board as it has been purchased by someone else who will lease the property.

President Law met with Steele Collins Charter School and informed them of the trouble the project is in and indicated that TCC cannot proceed on the path they are on with the increased cost in construction. President Law will meet with them again and try to find a way for the college to assist.

The President stated that within the next few days the Pensacola Street lot will be closed to proceed with construction for parking improvements. There are sufficient spots for students to park during the day. The goal is to for the lot to be completed in mid August, prior to school starting for the fall.

Chair Shirah inquired where we were on the new development agreement that will be included in the Master Plan. President Law stated that the new agreement would have to be in place by mid June.

Prequalification of General Contractors
President Law presented the list of seven (7) contractors that pre-qualified. Larry Cliett reported that all that applied are on this list.

Trustee Hebrock questioned the fact that we went from twenty (20) pre qualifications in 2005 to seven (7) in 2006. Larry Cliett stated that he thought it was because of the way contractors are doing business. Most contractors doing commercial business prefer the Construction Manager system rather than the prequalification system. Trustee Hebrock
inquired if some of the approved contractors would sub to the ones who did not respond.

Discussion ensued on whether to open the opportunity for qualification again based on the fact that some of the past qualifiers did not apply. Trustee Stanfield stated that her opinion is the Board not set a precedent of not voting for the sake of giving opportunity to those who did not practice due diligence. Chair Shirah brought up the fact that there should be opportunity on certain bids amounts for separate solicitation for bids. Mr. Cliett explained that bids of up to $1 million are offered on RFP’s soliciting proposals from contractors. Over $1 million the college would do a separate RFP that allows the approved list as well as other bidders to apply. This would not limit the pool of bidders who qualify for over $1 million dollars.

Extensive discussion followed on the bidding process at the college.

President Law expressed a concern that we should not make exceptions for firms who may not keep current on the legally specified advertising requirements and who subsequently do not seek inclusion on the approved listing.

**MOTION:** Trustee Messersmith moved that this item be postponed for a month to allow studies of the statutes and other pertinent information could be made to better inform the Board.

**SECOND:** Trustee Hebrock. Motion passed unanimously.

The President will bring information back to the Board on March 20, 2006 for vote.

**Floor/Wall Mats for PTLEA**
Chair Shirah called for a motion to approve the award of Floor Wall Mats for PTLEA to Zebra Mats.

**MOTION:** Trustee Stanfield moved that the award for Floor/Wall Mats for PTLEA be awarded to Zebra Mats.

**SECOND:** Trustee Doster. Motion passed unanimously.

**Child Restraint Seats**
Chair Shirah called for a motion to approve the award of the Child Restraint Seats to National Safety Resources.

**MOTION:** Trustee Moon moved to approve the award of the Child Restraint Seats to National Safety Resources.

**SECOND:** Trustee Messersmith. Motion passed unanimously.
Recommendation of Faculty Contracts

President Law stated how proud he was to recognize the growing list of first, second and third year faculty. This is the first group that has come through a process that gives progress of what President Law set for them. The President is proud to say that he has visited every classroom of third year faculty in order to support the faculty member and observe the student participation. By next year one third of the faculty would have been hired since Dr. Law became President.

Chair Shirah called for a motion to approve the approval of the recommendation of Faculty Contracts for 2006-2007.

**MOTION:** Trustee Stanfield moved to approve the approval of the recommendation of Faculty Contracts for 2006-2007.

**SECOND:** Trustee Moon. Motion passed unanimously.

**Danfoss Turbocor Quick Response Training Grant**

President Law stated that Turbocor has already begun to put money into this area.

Chair Shirah called for a motion to authorize the President to enter into the QRT contract pending approval by WFI and Turbocor.

**MOTION:** Trustee Doster moved that the Board authorize the President to enter into the QRT contract pending approval by WFI and Turbocor.

**SECOND:** Trustee Hebrock. Motion passed unanimously.

Mr. Hebrock noted that President Law’s leadership in this project reflected the desires of the college’s board of trustees to expand the college’s role in the economic development of the communities served by the college. He suggested that the Board Chair contact the leadership of Danfoss Turbocor Compressors, Inc. to convey the board’s pride and satisfaction of being part of this project.

**RESOURCE DEVELOPMENT – Foundation Report.**

Mike Illers reported that the Major Gifts Campaign is $112,000 short of the $10 million goal.

Mr. Illers reported on the following:
- Alumni Hall of Fame
- Endowed Scholarship Fund at 4%
- Foundation Board Meeting Thursday, February 23 at LRCM.
Request for 2006-2007 Appropriations Request for Match
Chair Shirah called for a motion to authorize approval for match as specified.

**MOTION:** Trustee Hebrock moved to authorize the approval for match as specified.

**SECOND:** Trustee Stanfield. Motion passed unanimously.

Trustee Hebrock would like to see all the information on the applications from all other Community Colleges.

**Resolution**
Trustee Hebrock would like to see a resolution prepared and presented to Tallahassee Memorial Regional Hospital for support of a broad based proposal.

**MOTION:** Trustee Stanfield to adopt a resolution of support.

**SECOND:** Trustee Moon.

**MONTHLY MANAGEMENT REPORT** – Vice President Bill Campman

Trustee Stanfield requested information related to the interest in pursuing infrastructure products from proprietary companies like Microsoft, rather than acquiring an open source product.

President Law addressed the key issue relating to the scarcity of time available for new projects among information technology programmers. The acquisition of Microsoft Project will allow for more accurate prioritization of programming projects.

**Presidents Report**

**Update on State Employee Waiver Program** – Katherine Nerona-Balog reported that TCC has experienced a 46% increase in enrollment by state employees since the same time last year.

Trustee Hebrock recommended that the college host a social event for state employees currently enrolled the opportunity to meet state officials.

**Early Alert System** – Dr. Sally Search

President Law announced that due to HVAX renovation in the Board Room the March 20, 2006 Board of Trustees meeting will be relocated to EWD.

The President discussed a proposed meeting of Tallahassee Community College Board of Trustees with the Leon County School Board to share key issues happening at both levels.

Trustee Shirah sought a proposal of management report scheduling.
President Law asked that the Board move forward to appoint an evaluation committee of the President with a proposed date of May 1, 2006. Chair Shirah asked for volunteers to serve on the committee with the following being appointed: Chair Shirah, Trustee Stanfield and Trustee Hebrock.

President Law discussed the likelihood of the Legislative Research Center Museum being transferred to the College’s inventory of facilities. Discussion of the procedure that allows this to happen was held. The President will consult with Clemmons-Rutherford on renovations of the facility to best meet needs of the College.

Announcement of the CUBA Pasado event at Brogan on March 9 and TCC is sole sponsor.

**NEXT MEETING DATE** – March 20, 2006, Economic Workforce Development Building.

**ADJOURNMENT** – The meeting adjourned at approx. 6:30pm.

**MOTION:** Trustee Messersmith

**SECONDEF:** Trustee Stanfield

Approved at regular meeting:

_____________________________  ________________________________

Kathy Shirah, Chair

_____________________________

William D. Law, Jr., President